

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <b>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, &amp; 30</b>				1. REQUISITION NUMBER 1021760736		PAGE 1 OF 8	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER EP2760-13	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No collect calls) 202-305-3730	
9. ISSUED BY UNICOR, FPI Central Office UNICOR, FPI Central Office Washington, DC 20534		CODE		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100 % FOR: <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> 8 (A) SIZE STANDARD:		6. SOLICITATION ISSUE DATE 03/27/2013	
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO 400 First Street NW Washington, DC 20534		CODE		16. ADMINISTERED BY UNICOR, FPI Central Office Washington, DC 20534		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
17a. CONTRACTOR/ OFFEROR Undetermined Source		CODE 999999999 FACILITY CODE		18a. PAYMENT WILL BE MADE BY UNICOR FPI Central Acct Payable P.O. Box 4000 Butner, NC 27509-4000 (1-800-827-3168) USA		CODE	
TELEPHONE NO.				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>							
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	See Section B						
(Use Reverse and/or Attach Additional Sheets as Necessary)							
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED				29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print) Kimberly Schwinn		31c. DATE SIGNED 03/27/2013	

## Request For Quote

### Terms

### STATEMENT OF WORK

Federal Prison Industries (FPI), which operates under the trade name UNICOR, is a wholly owned Government Corporation within the Department of Justice, under the Federal Prison System. The Corporation was created by Congress in 1934 and provides employment, education, and training opportunities to inmates under Federal custody. FPI operates approximately 99 factories in over 64 locations.

1. Federal Prison Industries is seeking the development of a corporate training program that will enable FPI managers to quickly evaluate and vet out product and/or business development opportunities. The training should encompass an innovation engineering management approach to development opportunities. There should be focus placed on moving products/opportunities to market while mitigating risks associated with innovation while maximizing economic value. The training should include but not be limited to the following areas:

1. Definition of Concepts
2. Path to efficiently move projects through initial development to a go/no go decision
3. Instruction on creation of a pipeline for business/product/innovation development concepts
4. Demonstrate innovation engineering management system by moving no less than three concepts/products/innovations into development
5. Identification of resources such as Universities and Think Tanks that could assist in the evaluation of repatriation of products
6. Establishment of clear procedures to move the process to self sufficiency.

2. Vendor Deliverables:

### EXECUTIVE SUMMARY

The executive summary shall briefly describe the offeror's approach for a successful project completion, and summarize the contents of the Technical/Business proposal submitted. This information will be used to quickly review the important aspects of the proposal.

### TECHNICAL/BUSINESS PROPOSAL

In general, all statements made in the proposal must be substantiated. Unqualified statements made in the proposal will not be considered by the evaluators to be valid and such statements will detract from the overall merit of the proposal. The proposal should demonstrate a thorough understanding of the requirements, and include a logical plan for satisfying the Government's requirements. The proposal shall not merely offer to perform the work in accordance with the Scope of Work, but must outline the actual work proposed as specifically as practical. If the offeror lacks certain capabilities with required technology, methods to support program shall be explained.

### 3. PERIOD OF PERFORMANCE

Within 120 days of award, final date will be determined at time of award.

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### INVOICE/PAYMENT

Contractor shall submit invoice to Kimberly Schwinn at [kschwinn@central.unicor.gov](mailto:kschwinn@central.unicor.gov) or 352-330-8274, invoice must include the delivery order number.

Evaluation of RFQ will be determined by the following factors technical and price. An award resulting from this RFQ will be made to the Offeror whose quote provides the "Best Value" to UNICOR.

#### Technical Factors:

**\*\*Executive Summary & Technical/Business Proposal**

**\*\*Personnel - Experience and successful track record of key personnel**

**\*\*Previous Experience - Depth of experience and industry knowledge**

**\*\*Continuous Improvement / Innovation - Overview of approach to deliver solutions**

**\*\*Quality of Proposal - Articulation of impact Offeror will have on FPI Renewable Energy/Electronics Business Group**

(end of statement of work)

## Request For Quote

THE FOLLOWING INFORMATION IS REQUIRED TO BE COMPLETED BY THE OFFEROR:

VENDOR'S DUN & BRADSTREET NUMBER: \_\_\_\_\_

POINT OF CONTACT: \_\_\_\_\_

TELEPHONE & FAX NUMBER: \_\_\_\_\_

VENDOR'S EMAIL ADDRESS: \_\_\_\_\_

BUSINESS SIZE (i.e. SMALL,LARGE,ETC.): \_\_\_\_\_

By submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the SAM database (System Award Management) prior to award, during performance and through final payment of any contract resulting from this solicitation.

\_\_\_\_\_ Signature

The date and time for receipt of quote is Friday, March 29, 2013 at 2:00 PM Eastern Standard Time. Offer must indicate Solicitation No. EP2670-13, time specified for receipt of offer, name, address and telephone number of offeror, technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation, terms of any expressed warranty, price and any discount terms.

### SECTION B SUPPLIES OR SERVICES AND PRICES/COSTS

<u>Item No.</u>	<u>SUPPLIES OR SERVICES</u>	<u>Quantity</u>	<u>U/M</u>	<u>UNIT PRICE</u>	<u>AMOUNT IN US\$</u>	<u>PR Number</u>	<u>Del.Date</u>
00001	Executive Management Training					1021760736	07/30/2013

## Request For Quote

### PART I: INFORMATION

**CONTRACTOR'S RESPONSIBILITY:** It is the responsibility of the Contractor to follow any Special Security Requirements of the facility where the work is performed in the performance of the contract and to consider the effects of those security requirements in the pricing of the proposal.

### DEPARTMENT OF JUSTICE CONTRACTOR RESIDENCY REQUIREMENT

For three of the five years immediately prior to submission of your offer/bid/quote, or prior to performance under a contract or commitment, individuals or contractor employees providing services to any Federal Bureau of Prisons facility must have:

1. legally resided in the United States (U.S.);
2. worked for the U.S. overseas in a Federal or military capacity; or
3. been a dependent of a Federal or military employee serving overseas.

If the individual is not a U.S. citizen, they must be from a country allied with the U.S. The following website provides current information regarding allied countries: <http://www.opm.gov/employ/html/citizen.htm>

By signing this contract or commitment document, or by commencing performance, the contractor agrees to this restriction.

### PART II: FAR CLAUSES

52.204-9, Personnel ID Verification of Contractor Personnel (JAN 2011)

52.219-28, Post Award Small Business Program Rerepresentation (APR 2012) (15 U.S.C. 632(a)(2))

52.222-3, Convict Labor (June 2003) (E.O. 11755)

52.222-21, Prohibition of Segregated Facilities (Feb 1999)

52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246)

52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793)

52.223-18, Contractor Policy to Ban Text Messaging While driving (AUG 2011) (E.O. 13513)

52.225-13, Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury)

52.232-33, Payment by Electronic Funds Transfer-Central Contractor Registration (Oct 2003) (31 U.S.C. 3332)

52.222-50, Combating Trafficking in Persons (FEB 2009)

52.223-5, Pollution Prevention and Right-to-Know Information (MAY 2011)

52.223-10, Waste Reduction Program (MAY 2011)

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52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004)

52.247-34, F.O.B. Destination, (NOV 1991) delivery shall be FOB destination to UNICOR, Federal Prison Industries, 400 First Street NW, Washington, DC 20534.

[52.252-2 Clauses Incorporated By Reference (Feb 1998) (Full Text) use in all where clauses are included by reference This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

\_\_\_\_\_www.acquisition.gov\_\_\_\_\_

### PART III: PROVISIONS

52.215-5, Facsimile Proposals (OCT 1997)

52.222-22, Previous Contracts and Compliance Reports (Feb 1999)

The offeror represents that-

- (a) It \_\_\_\_\_ has, \_\_\_\_\_ has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation;
- (b) It \_\_\_\_\_ has, \_\_\_\_\_ has not filed all required compliance reports; and
- (c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards solicitation.

52.222-25, Affirmative Action Compliance (Apr 1984)

The offeror represents that-

- (a) It \_\_\_\_\_ has developed and has on file, \_\_\_\_\_ has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2); or
- (b) It \_\_\_\_\_ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

52.225-25, Prohibition on Contracting with Entities Engaging in Sanctioned Activity Relating to Iran - Certification (DEC 2012)

52.252-1 Solicitation Provisions Incorporated by Reference (Feb 1998) (Full Text) use in all where provisions are included by reference

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

\_\_\_\_\_www.acquisition.gov\_\_\_\_\_

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### 52.252-1 Solicitation Provisions Incorporated by Reference (2/98)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text.

### 52.252-2 Clauses Incorporated by Reference (2/98)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at: <http://www.arnet.gov/far/>

### 52.204-6 Data Universal Numbering System (DUNS) Number

### 52.207-4 Economic Purchase Quantity-Supplies

### 52.212-1 Instructions to Offerors-Commercial Items

### 52.212-2 Evaluation - Commercial Items

### 52.212-4 Terms and Conditions-Commercial Items

### 52.212-5 Contract Terms and Conditions Required To Implement Statutes Or Executive Orders-Commercial Items

### 52.216-24 Limitation of Government Liability

### 52.219-1 Small Business Program Presentations

### 52.219-6 Notice of Total Small Business Set-Aside

### 52.244-6 Subcontracts for commercial Items

### 52.247-34 F.o.b. Destination

## REQUEST FOR QUOTE

### REPRESENTATIONS, CERTIFICATIONS, AND PROVISIONS

### 52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (OCT 1998)

(a) (1) The standard industrial classification (SIC) code for this acquisition is \_\_\_\_\_ [insert SIC code].

(2) The small business size standard is \_\_\_\_\_ [insert size standard].

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

#### (b) Representations.

(1) The offeror represents as part of its offer that it \_\_\_is, \_\_\_is not, a small business concern.

(2) (Complete only if offeror represented itself as a small business concern in paragraph (b) (1) of this provision.) The offeror represents, for general statistical purposes, that it \_\_\_is, \_\_\_is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) (Complete only if offeror represented itself as a small business concern in paragraph (b) (1) of this provision.) The offeror represents as part of its offer that it \_\_\_is, \_\_\_is not a women-owned small business concern.

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### (c) Definitions.

"Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

"Woman-owned small business concern," as used in this provision, means a small business concern--

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice. (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small or small disadvantaged business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

(iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)